Promotion in the Clinical Track

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Expectations

Direct clinical care

Teaching in that context
Advancement

- To Associate Professor
  - Excellence in teaching
  - Evidence of professional productivity
  - Service

- To Full Professor
  - Continued excellence in teaching
  - Further development of professional productivity recognized outside the institution
  - Service
How is a promotion review initiated?

- No requirement for promotion in the clinical track
- Generally can be reviewed for promotion during the 6th year after appointment. This can be initiated by the department or by the faculty member
- Does not have to be linked to reappointment cycle
Putting Together a Promotion Packet

- CV in correct order (CCOM format)
- Personal statement
- Copies of sample teaching materials
  - 4-5 of your best
- Learner evaluations
  - Who keeps them?
- Peer evaluations
  - What are these?
Organization of CV

- In each section: be consistent in direction of dates across the CV (least to most recent)
- Presentations/committees: what capacity, indicate “highest level” first
- Publications: annotate bibliography to cite contributions
- Update frequently - not just right before promotion
Academic Service

- Service to Department, College, or University
  - (committees, mentoring)
- Service outside the University
  - (editorial work, boards, disciplinary societies work)
- National, international service
Personal Statement

- Not to exceed eight (8) pages
  - Teaching -- up to 3 pages
  - Professional Productivity -- up to 3 pages
  - Service -- up to 2 pages

- Future plans and goals concerning major activities (i.e. teaching, productivity, service)

- Address any specific issues that may be a potential question
Evaluation of Teaching

- **Review of Teaching Materials**
  - Course materials, Presentations, Lecture handouts

- **Quantity relative to peers**

- **Quality relative to peers**
  - Peer evaluations
  - Learner evaluations
  - Activities to improve/enhance teaching
Professional Productivity

Activities outside the clinical setting that are IN ADDITION to routine activities and demonstrate creativity.
Professional Productivity

Key Elements

- Add to current knowledge
- Take something beyond its current level
- Build/change and assess impact
- Takes time, shows creativity, passes on knowledge
Professional Productivity

- Written scholarship satisfies this requirement, but **it is not required for promotion** in this track.

- Includes
  - high quality review articles
  - case reports, clinical commentaries
  - text book chapters
  - policy documents (for institution, discipline, state government, etc).
Professional Productivity

- Contributions in the clinical setting **beyond** the provision of direct patient care
  - Organization of a **new** clinical service.
  - Improvement/reorganization of an existing clinical service

- Other **professional activities** not included elsewhere
  - Effective participation and/or leadership in professional organizations (local or national)
  - Effective participation on and leadership of hospital committees
Professional Productivity

- Course director
- Curriculum development for learners at any level
- Reorganize curriculum for learners at any level
- Clinical service director, revamp clinical service
- Add new techniques and develop curriculum around training
- Investigator in multi-site trials
- Patient care guidelines/information
- Chair clinical service and reorganize care delivery
Professional Productivity

- Student, resident, or fellow advising and counseling
- CME and/or Curriculum development
- Serving as a member of education, curriculum, or admissions committees
- Organization of a new teaching program
- Development of better teaching techniques
- Development of teaching materials for any medium, including web based
Departmental Process

- Material is gathered from the individual as previously noted (September)
- Reviewer names are gathered from the individual (September)
  - Associate Professor reviewers can be internal to the institution, preferably outside the department
  - Full professor requires half of the reviewers to be external to the institution
Departmental Process

- The packet moves to the departmental review committee (October)
- The internal review committee makes an assessment of the three missions – teaching, service and professional productivity
- Promotion is voted on by faculty at the rank(s) above the faculty member being considered for promotion (November)
Departmental Process

- A report is written that can be reviewed by the faculty member within a time line
- The DEO writes a separate assessment
- The faculty member can correct any FACTUAL errors and potentially dispute any of the documentation but cannot change the report.
Collegiate/University Process

- Materials move from the department to the Collegiate Executive Committee (December)
- EC makes a recommendation to the dean – this is advisory (January)
- Material moves to the Provost’s office (February)
- Approval then goes to the Board of Regents (May)
- Process takes virtually the entire year
How to get help…

- Refer to the College Policies and Procedures
  - [http://www.medicine.uiowa.edu/facultyaffairs/](http://www.medicine.uiowa.edu/facultyaffairs/)
  - Your department
  - Department Head
  - Division director
  - Promotions committee member
  - Other senior faculty

- Office of Faculty Affairs and Development
  - 335-8067
  - Periodic workshops